



புதுச்சேரி மாநில அரசிதழ்

La Gazette de L'État de Poudouchéry The Gazette of Puducherry

PART - I

சிறப்பு வெளியீடு

EXTRAORDINAIRE

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No. }	Puducherry	Monday	2nd	November	2015

GOVERNMENT OF PUDUCHERRY

LABOUR DEPARTMENT

(G.O. Ms. No. 2413/Lab./T/2015, dated 20th October 2015)

ORDER

Whereas, the Hon'ble Chief Minister during his Budget Speech 2015-16, made an assurance on the floor at the Legislative Assembly that the Franco Indian Vocational Training Institute will be converted into "Puducherry Skill Development Society",

And whereas, the Governing Body of the Society in its meeting held on 21-5-2015 approved the reconstitution of the existing Society as Puducherry Skill Development Society,

Therefore, the Lieutenant-Governor of Puducherry is pleased to reconstitute the existing "Franco Indian Vocational Training Institute" as "Puducherry Skill Development Society" and also to approve the memorandum of association under rules and regulations of the said "Puducherry Skill Development Society" as given in Annexure-I and II respectively.

The change of name and reconstitution of the Society shall be registered under the Society Registration Act, 1963.

This issues with the concurrence of the Finance Department *vide* its I.D. Note No. 625/F3/FD/2015, dated 22-9-2015.

(By order of the Lieutenant-Governor)

YASAM LAKSHMI NARAYANA REDDY,
Additional Secretary to Government-*cum*-
Labour Commissioner.

**MEMORANDUM OF ASSOCIATION OF THE PUDUCHERRY SKILL
DEVELOPMENT SOCIETY, PUDUCHERRY**

1. *Name.*— The name of the Society shall be "The Puducherry Skill Development Society, Puducherry".

2. *Office.*— The Registered Office of the Society shall be situated at Puducherry.

3. *Objects.*— The main objects to be pursued by the Society are as follows :

(a) To bring together in due course in one place, facilities of higher order for the training of skilled workers in various skills having better and more employability;

(b) To ensure a steady flow of skilled workers in different sectors for the Industry and also self employment by systematic training so as to develop a high standard of proficiency to craftsmen in various skills having better and more employability;

(c) To reduce unemployment among the educated youth by equipping them for suitable industrial and other common vocations; and

(d) To enhance individual's employability (wage/self-employment) and ability to adapt to changing technologies and labour market demands.

4. *Functions of the Society.*— With a view to promote the objectives specified above, with the approval of the Government of Puducherry whenever required, the Society may engage itself :

(a) To establish, maintain and carry on the administration and management of The Puducherry Skill Development Centre, Puducherry and other such institutions and organisations;

(b) To implement the skill development programmes recommended by National Skill Development Mission with the approval of State Skill Development Mission;

(c) To act as a hub to implement the Skill Development Initiative Scheme (SDIS) Based on Modular Employable Skills in the Government and Private institutes affiliated with the National Council for Vocational Training and other private training providers in the first instance;

(d) To collaborate with other Organisations like the National Skill Development Corporation (NSDC) with the objective of optimising resources for rapid and sustained skill development among the people of Union territory of Puducherry;

(e) To create effective convergence between school education, various skill development efforts of Government and between government and private sector initiative;

(f) To create opportunities for all to acquire skills and especially for women and disadvantaged groups;

(g) To explore and utilise public institutions above the High School level after class hours and weekends for skill development by the private sector without disturbing their normal working hours and entitle agreement shall be executed in this regard;

(h) To promote partnership between the Government, industries and all potential skill providers to ensure more employment avenues;

(i) To accept and organise any other skill developing programme launched by any other State Government or private organisation;

(j) To conduct skill oriented training in all fields and other allied subjects for advancement and of learning and dissemination of knowledge in such branches;

(k) To exchange information and expertise with other centres, vocational schools, educational/technical/vocational institutions, associations and organisations in India and abroad in the field of technical skill development training and education;

(l) To conduct of awareness programmes about the benefit of training in rural areas, skill development plans and activities among the workers;

(m) To promote dignity of labour among the public;

(n) To evaluate skills of existing trainers and arrange for upgrading/re-skilling through Training of Trainers (TOT) programme;

(o) To organise and support special capacity building programmes for the physically and mentally challenged persons/scheduled caste;

(p) To pay, out of the funds of the Society, the cost/charges towards the procurement of properties and assets for the Society and to meet all expenses preliminary and incidental to the establishment and registration of the Society for which the Society may be required to lawfully pay;

(q) To appoint persons qualified to perform functions to enable the Society to achieve its aims and objectives;

(r) To accord to skill development programmes exclusively for women;

(s) To support construction of buildings for the Skill Development Centres, and residential accommodation for faculty, staff and students/participants of capacity building programmes;

(t) To prescribe course standards syllabi, equipment, scale of accommodation, duration of course and methods of training as per local needs;

(u) For conduct of skill training programmes the infrastructure facilities including schools, community centres and local Government buildings will be utilised and also private sector institutions;

(v) Village based skill development centre will be set up to serve the needs of local communities. This centres will also function as information centre for training;

(w) Identify training modules incorporating the specific needs of target groups *e.g.* literacy, the level of education. The training programme shall be devised flexible in terms of hours duration to encourage participation particularly among women;

(x) In order to promote skills and employability of women the sectors which employ large women to be identified. This may include construction; home based traditional crafts or piece rate work, health service and agricultural sectors. Accordingly, training programmes may be worked-out;

(y) Arrange tests in various trade courses and lay down standards of proficiency required for a pass in the examination leading to the award of trade certificates;

(z) To solicit, obtain or accept subscriptions, grants, donations, gifts from the Central and State Governments and any person, firm or local authorities or Corporate Bodies/ NGOs/Agencies;

(aa) To purchase, take on lease or licence or hire or otherwise acquire, and to hold, manage, administer and otherwise deal with any movable and immovable properties, rights and privileges, as the governing body may deem it necessary, expedient or desirable for the promotion of any of the objects of the Society;

(bb) To solicit, obtain or accept subscriptions, donations, grants, gifts, device, bequests and trusts from any person, firm, corporation institution provided that there is no condition or obligation attached to such subscriptions, donations, grants, gifts, devices, bequests or trusts that would be contrary to the spirit of or would hinder furtherance of the objects of the Society;

(cc) To sell, exchange, alienate, issue, give out on lease or licence, mortgage, charge, pledge, hypothecate, transfer, surrender, dispose of and/or otherwise deal with all or any of the properties, funds and assets of the Society, as the Executive Committee deems fit;

(dd) To raise from banks or any other financial or public or private undertakings, loans and advances with or without securities including pledge and hypothecation of the properties and assets of the Society provided that prior approval in writing of the Government is obtained in that behalf;

(ee) To open, operate jointly or separately, accounts of any description with any recognised or scheduled banks on such terms in such manner as the Executive Committee may deem fit in respect of the funds belonging to the Society;

(ff) To pay out of the funds belonging to the Society or out of any particular part of such funds, expenses, all or incidental to the formation of the Society and management and administration of any of the foregoing objects including all rents, rates, taxes, outgoings and salaries of employees;

(gg) To draw, make accept, endorse and discount cheques, notices of other negotiable instruments;

(hh) and for the purposes aforesaid to sign, execute and deliver all such contracts, deeds and other assurances as may be necessary;

(ii) To demand, receive such fees and other charges as may be prescribed;

(jj) To invite representative of the Government, Universities and other organisations of India and foreign countries and outstanding scientists to participate in the programmes of the Society;

(kk) To co-operate with international and national agencies engaged in employment oriented training and arrange for interchange of personnel, material, data;

(ll) To appoint and hire services or discharge/terminate the services of the personnel and to pay them in return for the services rendered to the Society salaries, wages, gratuities, provident funds and other allowances or remuneration in accordance with the rules and regulations and bye-laws of the Society;

(mm) To frame such rules and regulations and bye-laws for the conduct of the business of the Society for the achievement of the objects of the Society as aforesaid;

(nn) To prepare and maintain accounts and other relevant records and to prepare annual statements of accounts including balance-sheet of the Society in such form as may be prescribed by the Government;

(oo) To forward annually to the Government, the accounts of the Society as certified by an auditor appointed by the Governing Body of the Society;

(pp) To constitute such committee or committees as it may deem fit for the disposal of any business of the Society or for tendering advice in any matter pertaining to the Society;

(qq) To delegate any of its powers to the Executive Committee of the Society or to any other committee or committees constituted by it; incur expenditure recurring and non-recurring for purposes of the Society; and

(rr) To do all such other lawful acts and things either alone or in conjunction with other organisations or persons; as the Society may consider necessary, incidental or conducive to the above mentioned objects all or any of them.

5. *Governing Body.*— The Governing Body of the members of the Society shall consist of the following persons, namely:—

- | | |
|---|----------------|
| 1. Hon'ble Labour Minister | .. Chairperson |
| 2. Secretary to Government (Labour) | .. Member |
| 3. Director of Technical Education or his/ her nominee | .. Member |
| 4. Director of Health and Family Welfare Service or his/ her nominee. | .. Member |
| 5. Under Secretary to Government (Law) | .. Member |
| 6. Under Secretary to Government (Finance) | .. Member |
| 7. Under Secretary to Government (Labour) | .. Member |

- | | |
|--|-----------------------|
| 8. Assistant Director (Training), Labour Department . . | Member |
| 9. Employment Officer, Employment Exchange, . .
Puducherry. | Member |
| 10. Commissioner of Labour, Puducherry . . | Member-
Secretary. |

6. *Executive Committee.*— The composition of the Executive Committee of the Society shall be as follows:—

- | | |
|--|-----------------------|
| 1. Secretary to Government (Labour) . . | Chairperson |
| 2. Under Secretary to Government (Labour) . . | Member |
| 3. Under Secretary to Government (Finance) . . | Member |
| 4. Commissioner of Labour, Puducherry . . | Member-
Secretary. |

7. *Amendment of memorandum of association.*— Any amendment to the memorandum of association shall be subject to the approval of the Government on the recommendation of the Governing Body.

8. *Provision for trainees and staff of Society.*— (i) "The Puducherry Skill Development Society", Puducherry shall be open to persons of either sex and of whatever race, creed, caste or class and no test or condition shall be imposed as to the religion, belief or profession in admitting trainees or appointing members, teachers and other staff of the centres.

(ii) The technical staff/other staff for the institute shall be selected only by a duly constituted Selection Committee on the basis of prescribed norms where applicable and otherwise as decided by the governing body in line with the prescribed norms notified with the prior concurrence of the Government.

(iii) The selection of students for admission shall be restricted to those who are ordinarily resident of the Union territory of Puducherry and in case of non-availability of students from Union territory of Puducherry, admission may be extended to other states.

(iv) The staff structure of the institute shall be as per the norms of the recognising councils and as decided by the Governing Body.

9. *Signatories to the memorandum of association.*— We, the several persons whose names and addresses are given below having associated ourselves for the purpose described in this memorandum of association and set out several and respective hands hereunto and form ourselves into a Society under the Act, this the Puducherry Skill Development Society, Puducherry.

Sl. No.	Name, address and occupation of the member	Designation in the Society	Signature of the member
(1)	(2)	(3)	(4)
1	Hon'ble Labour Minister	Chairperson	
2	Secretary to Government (Labour)	Member	
3	Director of Technical Education or his/her nominee.	Member	

(1)	(2)	(3)	(4)
4	Director of Health and Family Welfare Services or his/her nominee	Member	
5	Under Secretary to Government (Law)	Member	
6	Under Secretary to Government (Finance)	Member	
7	Under Secretary to Government (Labour)	Member	
8	Assistant Director (Training), Labour Department.	Member	
9	Employment Officer, Employment Exchange, Puducherry.	Member	
10	Commissioner of Labour, Puducherry	Member-Secretary.	

Place :

Dated :

Witnesses :

Signature

1.

2.

RULES AND REGULATIONS OF THE PUDUCHERRY SKILL DEVELOPMENT SOCIETY, PUDUCHERRY

1. *Title.*— These rules and regulations may be called “The Puducherry Skill Development Society Rules and Regulations”.

2. (a) *Office* : The Office of the Society shall be situated at Puducherry.

(b) *Working hours* : Subject to the control of the Executive Committee, the working hours of the Society will be as prescribed by the Secretary, as per requirement.

3. *Definitions.*—In these rules and regulations, unless the context otherwise requires.—

(a) "Act" means the Societies Registration Act, 1860 (Central Act No. 21 of 1860) as in force in the Union territory of Puducherry;

(b) "Chairperson" means the Chairperson of the Governing Body or Executive Committee as the case may be;

(c) "Executive Committee" means the Executive Committee of the Society and shall be as specified in the memorandum of association of the Society;

(d) "Governing body" means the members of the Governing Body of the Society and shall be as specified in the memorandum of association of the Society;

(e) "Government" means the administrator of the Union territory of Puducherry appointed by the President of India under Article 239 of the Constitution;

(f) "Centre" means the Puducherry Skill Development Centre, Puducherry;

(g) "Meeting" means the meeting of the Governing Body or the Executive Committee as the case may be;

(h) "Member" means a member of the Governing Body or Executive Committee as the case may be;

(i) "Secretary" means the Member-Secretary of the Governing Body or Executive Committee as the case may be;

(j) "Society" means the Puducherry Skill Development Society, Puducherry;

(k) "Union Territory" means the Union territory of Puducherry; and

(l) "Year" means the financial year followed by the society.

4. *Authorities of the Society.*— The following shall be the authorities of the Society, namely:—

(1) The Governing Body;

(2) The Executive Committee; and

(3) Such other Committees as have been appointed under the present memorandum of association and other authorities as may be appointed by the governing body from time to time specifying their duties, powers and functions.

5. *Governing Body.*— The Governing Body will include all the members of the Society as are specified in para-5 of the memorandum of association and special invitees as approved by the Chairperson.

6. *Executive Committee.*— (1) The composition of the Executive Committee shall be as prescribed in para 6 of the memorandum of association.

(2) The Executive Committee may co-opt from time to time for such periods as may be deemed fit, representatives of other organisations or institutions which may be concerned with the work or programme of the Society and the individuals with special knowledge or interest in such work or programme.

7. *Termination of membership.*— (1) The members appointed by virtue of their office shall cease to be members when they cease to hold such office; and

(2) A member shall cease to hold office if he resigns or becomes of unsound mind or is adjudged as an insolvent or is convicted of a criminal offence involving moral turpitude.

8. *Meetings of the Governing Body.*— (1) The Society shall each year hold an annual meeting, as soon as may be after the expiry of the previous year.

(2) The following business shall be transacted in such meetings:-

(a) Confirmation of the minutes of the previous general meeting;

(b) Consideration and approval of the annual report on the management of the Society for the preceding year together with an audited copy of the balance-sheet, income and expenditure statement and the Auditor's report;

(c) Appointment of Auditors; and

Consideration of any matter or matters that may be brought before it with the permission of the Chairperson.

(3) The Society may hold extraordinary meetings whenever the Chairperson thinks it necessary to convene or whenever a requisition in this behalf is made in writing by such number of members as specified in these rules.

(4) (a) Written notice of every meeting shall be sent to all the members either personally or through post to the address of the members as entered in the roll of members. Where the notice is sent by post, due service shall be presumed if the cover containing the notice properly addressed is posted.

(b) The accidental omission to give notice to or the non-receipt of notice by any member or other person to whom it should be given shall not invalidate the proceedings of the meeting.

(c) Every notice shall be sent :

- (i) in the case of annual meetings, not less than 21 days before the date fixed for the meeting;
- (ii) in the case of ordinary meetings, not less than 15 days before the date fixed for the meeting; and
- (iii) in the case of extraordinary meetings, not less than 10 days before the date fixed for the meeting.

(5) The Chairperson, may at any time arrange a meeting of the Governing Body and shall do so if a requisition for this purpose is presented to him in writing by not less than 6 members specifying the subject of the meeting proposed to be called.

(6) (a) The quorum for any meeting shall be one-third of total members.

(b) If within half-an-hour from the time appointed for holding an ordinary meeting, the quorum is not present, the meetings shall stand adjourned to a later hour on the same date or the same hour on any other date as the person presiding, fixes.

(c) If, at the adjourned meeting also, a quorum is not present within half-an-hour from the time appointed for holding the meeting, the meeting shall stand cancelled.

(d) In the case of extraordinary meeting, if within half-an-hour from the time appointed for holding a meeting, the quorum is not present the meeting shall stand cancelled.

(7) Every meeting shall be presided over by the Chairperson and if the Chairperson is absent by the Secretary to Government (Labour) and if Chairperson and Secretary to Government (Labour) are absent, by any other member, as the members present at the meeting, shall elect.

(8) *Voting* : All matters submitted to a meeting of the Society shall be decided by a majority of members present and voting thereon and in case of any equality of votes, the Chairperson or the person presiding shall have a casting vote in addition to the vote which he may be entitled as a member.

(9) Any vacancy or defect in the appointment, nomination or co-option of any member of the Society shall not invalidate any act or proceeding of the Society.

9. *Record of business.*— (i) A record shall be maintained of all business transacted by the Society.

(ii) All the decisions of the Society shall, as far as possible, be recorded in the form of resolution and any entry of such decisions in the book of proceedings of the Society shall be conclusive evidence of the fact that such decisions were taken by the Governing Body.

(iii) The proceedings of every meeting of the Society shall be circulated to the members.

10. *Register of members.*— The Society shall maintain a register wherein, the address and occupation of all the members, shall be entered. Change of address shall be notified by the member concerned to the Secretary who shall enter the new address. The address in the register of members shall be deemed to be his correct address.

11. *Meetings of the Executive Committee.*— The Executive Committee shall meet as often as it is necessary, but at least once in a quarter.

12. *Resolution by circulation.*— (i) Any business which may be necessary for the Governing Body to transact, may, if the Chairperson directs, be dealt with by circulation of papers under registered cover, to the members at their usual address and any resolution so circulated and approved by all the members by signing shall be as effectual and binding as if the resolution has been passed at a meeting of the Governing Body.

(ii) When any business is so referred to the members by circulation, a period of not less than 10 days, shall be allotted for the receipt of replies from the members. Such period is to be counted from the date on which the notice of business is issued.

(iii) If a resolution is circulated, the results of the circulation shall be communicated to all the members.

13. *Powers and functions of the Executive Committee.*— (i) Subject to the provisions of the Act, the Executive Committee shall manage the Society and its institute/centre in such manner as to promote its objectives. It shall have full powers and authority to deal with all matters, things and deeds which are necessary and expedient to carry out the said objectives.

(ii) Without prejudice to the generality of the foregoing powers the Governing Body shall have and shall perform the following powers and functions, namely:—

(a) the framing of Governing Body policies to carry out the objectives of the Society;

(b) to frame such bye-laws as they think essential for the regulation of the business of the Society;

(c) to consider and sanction budget estimates;

(d) sanction of expenditure in accordance with the financial bye-laws;

(e) to invest the funds of the Society in State Bank of India and or other nationalised banks or Trustee Securities;

(f) to borrow moneys on such terms and conditions as are deemed expedient;

(g) to prepare and execute plans and programmes for the establishment of the institute/centre and other institutions and to carry on the administration and management after such establishment;

(h) to receive grants and contributions and to have custody of the funds of the society and to manage the properties of the Society;

(i) to prescribe and conduct courses of study, training and research in different branches of Employment oriented trades for the advancement of learning and dissemination of knowledge in such training with prior approval of the Government/Central Government;

(j) to prescribe rules and regulations for the admission of students to the various courses of training in conformity with the policy approved in this behalf by the Government and the Central Government;

(k) to prescribe rules and regulations for and to hold examinations and declare the results and award Certificates for courses other than those for University Degree and in respect of the latter to make all such arrangements as it may be required to do by the statutes, ordinances and regulations of the University/Council which grants affiliation/recognition to the institute;

(l) to institute and award fellowships, scholarships, prizes and medals;

(m) to provide for and supervise the residence, health, discipline and well-being of the trainees of the institute;

(n) create posts and regulate recruitment of staff of the Society and its institutions;

(o) to enter into an agreement or contract with any Government or local authority to obtain from such Government or local authority any right, privilege or concession effectually or other for purposes of carrying out the objects of the Society;

(p) to draw, accept, endorse, discount, execute, assign, issue and otherwise deal with cheques, hundies, drafts, certificates, receipts, Government securities, promissory notes, bills of exchange or other instruments whether negotiable or not for the purpose of the Society;

(q) to prescribe the courses of studies at the Society, add or omit any course thereto or therefrom;

(r) to pay all costs and expenditure incurred for the promotion, establishment and registration of the Society;

(s) to enter into agreements for and behalf of the Society;

(t) to sue and defend all legal proceedings on behalf of the Society;

(u) to appoint committees for the disposal of any business of the institution or for tendering advice in any matter pertaining to the Society;

(v) to delegate to such extent as it may deem necessary any of the powers to any office or committee;

(w) to make, adopt, amend, vary or rescind from time to time, bye-laws or the regulations, of and for any purposes connected with the management and administration of the affairs of the Society and for the furtherance of its objects;

(x) to make, adopt, amend, vary or rescind from time to time, bye-laws:—

(i) for the conduct of the business of the Governing Body and the committee to be appointed by it or by these rules;

(ii) for delegation of its powers;

(iii) for fixing the quorum, or

(iv) for the co-operation of members of the Governing Body.

(y) to do all other acts and things either alone or in collaboration with such other organisation or person, as the Society may consider necessary incidental or conducive to the attainment of the aforesaid objectives or any of them.

(z) (i) The Chairperson of the Executive Committee shall exercise such of the powers of the Governing Body in case of emergency, subject to ratification of the Executive Committee, later; and

(ii) The Commissioner of Labour shall preside over the Executive Committee meetings and shall discharge the duties and responsibilities of Chairperson in his absence.

14. *Committees.*— (i) The Executive Committee may form committees consisting of members and non-members for any purpose it considers necessary on such terms as it may prescribe.

(ii) The Executive Committee may make bye-laws from time to time regulating the functions of the committees and also the procedure that shall be followed by them in conducting their business.

(iii) Casual vacancies in the committees may be filled up by the Chairperson of the Governing Body by nomination and the Chairperson of a committee may also co-opt any member as and when necessary.

(iv) Save as otherwise provided by the Executive Committee bye-laws all committees shall be advisory bodies to the Executive Committee and shall function subject to the control of the Executive Committee.

15. *Funds of the Society.*— (i) The Society shall maintain a fund to which shall be credited;

(a) all moneys provided by the Central Government/Government of the Union territory of Puducherry;

(b) all fees and other charges received by the Society;

(c) all moneys received by the Society by way of grants, gifts, donations, benefactions, bequests or transfers; and

(d) all moneys received by the Society in any other manner or from any other source.

(ii) All moneys credited to the fund shall be deposited in such banks or invested in such manner as the Governing Body may, with the approval of the Government, decide.

(iii) The fund shall be applied towards meeting the expenses in the Society including expenses incurred in the exercise of its power and discharge of its functions.

16. *Property of the Society.*— (i) The Society shall be the owner of all its properties, movable and immovable.

(ii) The Governing Body shall be the custodian of the properties and the funds of the society and shall manage the same prudently, for the purpose of the Society.

(iii) The moneys of the Society shall be credited to an account opened in the name of the Society with any of the nationalised banks and any withdrawal therefrom shall only be by cheques signed by the persons as the Governing Body may from time to time authorise or specify in or under the financial by-laws made for the purpose.

(iv) The Society shall maintain proper accounts and balance-sheet for each year.

(v) The annual accounts of the Society shall be audited by an accredited Auditor appointed by the Governing Body.

17. *Application of the income and property.*— The income and property of the Society shall be applied solely towards the promotion of the objects of the Society as specified in the memorandum of association and any expenditure incurred shall be subject to such restrictions as the Central Government or the Government may from time to time impose in respect of grants or donations made by them. Part of the income or property of the Society shall be spent or transferred directly or indirectly by way of dividends, bonus or otherwise howsoever, to persons who at any time have been members of the Society except as required by any law for the time being in force or by way of remuneration for services rendered to the Society or as travelling allowance, daily allowance or other similar compensatory allowances.

18. *Travelling and daily allowances to be paid to the members of the Governing Body and the Committees.*— (i) The Chairperson and members of the Executive Committee and the committees constituted as per rule 13 of these rules and regulations shall not receive any remuneration or other allowances except travelling allowances and daily allowances for attending meetings of the Governing Body or of the committees as the case may be.

(ii) The Chairperson and the members of the Executive Committee and the committees, if they are whole time officers of the Government shall be entitled to such travelling allowances and daily allowances for the performance of journeys for attending the meetings of the Governing Body or the committees or for attending any other work of the Society as are admissible under the rules applicable to them for journeys performed on official duty.

(iii) The members of the Governing Body and the committees who are not officers of the Government are entitled to travelling and daily allowances, at the rate from time to time as applicable to an officer of the Grade-I (Group A) in the Government services.

(iv) The Chairman of the Governing Body may for special reasons sanction journeys by air, not otherwise admissible, by members of the Governing Body or the committees.

19. *Returns, reports to be submitted to the Government.*— (1) Within six months after the close of every financial year, the Society shall submit to the Government a report on the working of the institute in the previous year together with an audited statement of accounts showing the income and expenditure for the previous year.

(2) The Society shall submit to the Government, the Budget Estimates for every financial year by such date before the end of the previous year as Government may fix in this behalf.

20. *Authentication of orders, instruments, etc.*— (i) All orders, decisions of the Executive Committee and the committees of the Society shall be authenticated by the Secretary or such other officer of the Society authorised by the Governing Body in this behalf.

(ii) For the purposes of section 6 of the Act, the person in whose name, the Society may sue or be sued shall be the Secretary or such other officer of the Society authorised by the Governing Body in this behalf.

(iii) All contracts for and on behalf of the Society shall be expressed to be made in the name of the Society and shall be executed by the Secretary or such other officer of the Society authorised by the Governing Body in this behalf and one other member of the Governing Body to be nominated by the Chairman.

21. *Validation.*— No act done or proceeding taken by the Governing Body or any Committee shall be questioned on the ground merely of the existence of any vacancy in or defect in appointment of the members thereof.

22. *Resolution and winding up.*— The Society may be dissolved and wound up in accordance with the provisions of section 13 of the Act and the property of the Society shall be applied on such dissolution in the manner provided in the Act.

23. *Amendment to the Memorandum of Association, etc.*—No Amendment to the memorandum of association or rules and regulations of the Society shall be made except in accordance with the provisions of section 12 and 12-A of the Societies Registration Act, 1860 as in force in the Union territory of Puducherry.

We, the following members of the Society, certify that the rules of the Society given above are a correct copy thereof.

Sl. No.	Name, address and occupation of the member	Designation in the Society	Signature of the member
(1)	(2)	(3)	(4)
1	Hon'ble Labour Minister	Chairperson	
2	Secretary to Government (Labour)	Member	
3	Director of Technical Education or his/her nominee.	Member	

(1)	(2)	(3)	(4)
4	Director of Health and Family Welfare Services or his/her nominee.	Member	
5	Under Secretary to Government (Law)	Member	
6	Under Secretary to Government (Finance)	Member	
7	Under Secretary to Government (Labour)	Member	
8	Assistant Director (Training), Labour Department.	Member	
9	Employment Officer, Employment Exchange, Puducherry.	Member	
10	Commissioner of Labour, Puducherry	Member-Secretary.	

Place : Puducherry

Dated :

Witnesses :

Signature

1.

2.
